

TOWN OF GREENVILLE
BOARD OF SELECTMEN'S MEETING
Wednesday, April 13, 2011
MINUTES

Board members present: Kelle O'Keefe, Scott Blease, Brenda Bergeron

K. O'Keefe opened the meeting at 4:06 pm

4:06 pm James McTague/Police Chief

Chief McTague provided the Board with a report from Mike Needham regarding the 2007 Crown Victoria that Temple-Greenville Police Department wanted to buy. The vehicle is in good condition, well maintained and up to date, engine runs smooth, and the interior is perfect. K. O'Keefe and B. Bergeron will take these findings to the Joint Police meeting to make a decision to purchase the vehicle. K. O'Keefe made a motion to accept the offer from Chicago Motors, Inc in the amount of \$ 1,270 to sell the 2003 Crown Victoria. 100% of the money is going back to the Town of Greenville. S. Blease seconded. Vote: 3-0. Elizabeth will prepare the bill of sale.

Other matter: Chief McTague would like to promote CJ Rousseau to be a full-time Police Officer, since Kristopher Wolf has resigned. This new position will become effective April 17, 2011. The Board said that it will be a year probation for him.

4:15 pm Glen Gidley – Pleasant Street Park

G. Gidley requested permission to speak before the Board since he did not have an appointment. Permission granted. He explained the reason he came is asking the Board to abate the taxes on a mobile home that will be demolished. The mobile home previously located on lot 6, owned by Ms. Hodges. She was evicted in 2005, and now the mobile home is parked at the back of the Park. K. O'Keefe said since Mr. Gidley owned the land, he is responsible for the taxes. There is another Park that has a similar problem. The Board has to treat all residents the same, and cannot just forgive this one. The Board took this matter under advisement and will discuss it with K. Valliere/Tax Collector, and seek advice from the Town Council.

4:40 pm Tom Plourde/Road Agent

T. Plourde gave the Board his summer road work schedule and explained the plans for the summer. The Board approved his request to take two trainings; one is sponsored by US Environmental Protection Agency, and the other is OSHA roadway construction training. The Board asked him to see Kelley Collins the Town Administrator to prepare a bid to sell the 450 dump truck. The minimum bid was set for \$7,000

The Board previously asked him to prepare a policy regarding vehicle maintenance. The Town has an existing policy from 1993. The Board asked T. Plourde to review both policies to see if he can come up with a new vehicle maintenance policy.

T. Plourde asked the Board if the winter parking ban could be changed. Currently, it is from November 1st to April 30th. He felt it is not necessary to have it until April 30th. He would like to make it from November 15th to April 15th since we don't usually get a lot of snow in April. K. O'Keefe made a motion to change winter parking ban from November 15th to April 15th, S. Blease seconded, all in favor.

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5:04 pm Chad Brannon – Fieldstone Land Consultants

C. Brannon stated the reason he came is to explain an invoice for drainage study for Richardson Road. The bill was for \$2,731.60 The Town only paid \$600 He explained there was misunderstanding and miscommunication on his part. Originally, it was estimated for \$600 to do the study, but in process he needed to do larger scope services for larger water shed analysis. He did not come to ask for the remaining balance. He just wanted to explain that he did not want to jeopardize a good business relationship with the Town for any future projects. B. Bergeron said the Board appreciated him coming in.

6:00 pm Tony Zina - equipment shed

T. Zina asked the Board if he could put an equipment shed at the ballfield. He explained the dimension and the location he was planning to put the shed on. E. FitzGerald explained she checked with the Local Government Center and was informed that the shed cannot be added to Town's property liability insurance, since the shed does not belong to the Town. The Board did not have any problem, but he needs to contact Jim Shultz/Acting Building Inspector to get a building permit and to make sure that the land belongs to the Town.

6:10 pm Carla Mary/Water Sewer Department

C. Mary came to see the Board to discuss the bids for Hydraulic Model of Greenville's Distribution System. The Town received four proposals from Wright and Pierce, Headwater Hydrology, Underwood Engineers, and Woodard & Curran. C. Mary explained each individual proposal. No decision made at this time.

C. Mary asked the Board if they would consider making the first annual payment only on the loan for Water Meter Project, instead of the whole amount of \$62,500 so the Town can use the money to upgrade Adam Hills Tank. The payment on the remaining balance to be determined next year, since the Town will need the money to upgrade Adam Hills Tank. Motion made by K. O'Keefe, seconded by S. Blease, all in favor to make first payment of the minimum allowed for Water Meter Project. Vote: 3-0.

New Business

- Holiday Committee – 3rd July Fireworks

Email from Holiday Committee: wanted to know if the Town still be using TelStar for 3rd of July fireworks with the same price of \$5,000. Motion by K. O'Keefe, seconded by S. Blease to use TelStar for the 3rd of July fireworks. All in favor. E. FitzGerald will contact the company and do the necessary permits.

- Bid document for Water and Sewer Operations

Discussion regarding Water and Sewer Operation whether the Town will contact Municipal Resources Inc (MRI) to prepare bid documents for different companies or include the comparison in doing it ourselves as Town Meeting requested. K. O'Keefe said originally the budget of \$6,000 did not include comparing to do it ourselves, so we should stick with it. S. Blease agreed. B. Bergeron abstained.

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- **Sanitary Survey of Greenville Water Department**
The Board read a letter from the Department of Environmental Services regarding Sanitary Survey that was conducted on March 22, 2011. The Greenville Water Department received a good review and everything is in compliance. No deficiencies that could have an immediate effect on public health. K. O'Keefe stated the BOS should send a letter appreciation to the Water Department staff.
- **Emergency Management Director's resignation**
The Board accepted Marcel Bernier's resignation from the position of Emergency Management Director. K. O'Keefe made a motion to make BOS as the temporary Emergency Management Directors and Kelley Collins as the point of contact. Further discussion about hiring a new Emergency Director will be discussed at the next BOS meeting.
- **Letter from Fire Ward: recommendation of Fire Chief**
tabled
- **Request from Greenville Estates to meet with the BOS**
The BOS agreed to set an appointment to meet with Greenville Estates representatives at the next Selectmen's meeting to discuss fire hydrant fees.
- **Last payments for water bonds** E. FitzGerald told the Board the US Department Agriculture called today to inform us that the two water bonds will be paid full this year. Originally one of the bonds would be paid off in 2012.
- **Fire Station Committee meeting**
E. FitzGerald informed the Board that the Fire Station Committee will not be meeting the second Tuesday of May, but the first Tuesday instead.

Non Public Session under RSA 91-A:3, II (c) at 6:09 pm

B. Bergeron made a motion to go into Non Public Session under RSA 91-A:3, II (c) to discuss letters from residents, K. O'Keefe seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes.

B. Bergeron made a motion to leave Non Public Session at 6:19 pm, K. O'Keefe seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes.

Non Public Session under RSA 91-A:3, II (e) at 6:19 pm

B. Bergeron made a motion to go into Non Public Session under RSA 91-A:3, II (c) to discuss an email from Attorney Sargent, K. O'Keefe seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes.

B. Bergeron made a motion to leave Non Public Session at 6:30 pm, K. O'Keefe seconded. Roll Call Vote: Chairperson O'Keefe – yes; Selectman Blease – yes; Selectperson Bergeron – yes.

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Old Business

- **Review, discuss, and sign Headwaters Hydrology's Proposal for High Street tabled**
- **Pool Manager candidates**
The Board agreed to set up an interview for Pool Manager candidates with Rick Miller at the next Selectmen's meeting.
- **Purchase of Police Station; title insurance and title search**
Attorney Bedard recommended to purchase the title insurance only since the sale price is only 75K, and it is not necessary to do title search.
- **Review and discuss a letter from Mr. Cormier's Attorney**
The Board read a letter from Mr. Cormier's Attorney. E. FitzGerald made the Board aware that the Building Inspector is handling the matter.
- **Review and discuss a letter sent to Dunster Avenue, LLC**
The Board read a letter of violation from the Building Inspector to Dunster Avenue, LLC. E. FitzGerald made the Board aware that the Building Inspector is also handling this matter.

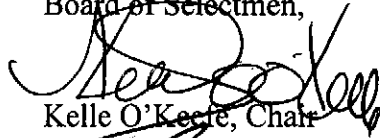
Signature Folder

- **Review, approve, and sign check manifests**
The Board reviewed and signed check manifests.
- **Hemlock Hill; proposed sewer connection design**
The Board reviewed, approved, and signed a contract for Woodard and Curran for the proposed sewer connection design for Hemlock Hill. This contract and a check will be forwarded to Woodard and Curran.
- **Review, and sign (3) Raffle Permits**
The Board reviewed and signed (3) Raffle Permits for the Knights of Columbus.
- **Review, discuss, and sign PO for Lamarre Concrete**
The Board reviewed, discussed, and signed PO in for Highway Department to order culvert from Lamarre Concrete to fix Richardson Road
- **Review, discuss, and sign Avitar map agreement**
The Board reviewed and signed a map agreement with Avitar.
- **Review, sign (3) abatements**
The Board reviewed and signed the following abatements: water and sewer for 17 Adams Street (map 2 lot 32); 16 Pleasant Street (map 4 lot 14); 78 Mill Street (map 6 lot 73).
- **Review and authorize Chairperson to sign disbursement request**
B. Bergeron made a motion to authorize Chairperson K.O'Keefe to sign disbursement request for clarifier project, S. Blease seconded, all in favor. K. O'Keefe signed the request.
- **Review, sign a letter regarding Greenville Connection Program**
The Board reviewed and signed a letter to Pilgrim Foods regarding Greenville Connection Program inspection.


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K. O'Keefe made a motion to adjourn the meeting at 7:05 pm, seconded by S. Blease, all in favor.

Approved by:
Board of Selectmen,


Kelle O'Keefe, Chair


Scott Blease


Brenda Bergeron

Minutes taken by Elisa FitzGerald